

RESOLUTION NO. 89-99

A RESOLUTION OF THE LODI CITY COUNCIL
AMENDING CLASS SPECIFICATIONS FOR CHIEF BUILDING INSPECTOR
AND BUILDING INSPECTOR I/II

RESOLVED BY THE LODI CITY COUNCIL, that the amended class specifications for Chief Building Inspector (Exhibit A attached) and Building Inspector I/II (Exhibit B attached) are hereby approved, to become effective August 21, 1989.

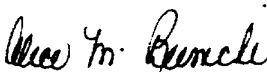
Dated: August 16, 1989

I hereby certify that Resolution No. 89-99 was passed and adopted by the City Council of the City of Lodi in a regular meeting held August 16, 1989 by the following vote:

Ayes: Council Members - Hinchman, Olson, Pinkerton, Reid and
Snider (Mayor)

Noes: Council Members - None

Absent: Council Members - None


Alice M. Reimche
City Clerk

CITY OF LODI

Chief Building Inspector

August 1989

DEFINITION:

Under general direction, plans, organizes and coordinates the activities of the Building Division; provides direction in code interpretation, plan checking, issuance of permits and field inspections; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS:

The Chief Building Inspector has managerial responsibility for the Building Division and is designated building official and has legal responsibility and powers in the enforcement of codes, ordinances and state laws.

EXAMPLES OF DUTIES:

Duties may include, but are not limited to, the following:

Assist in the development and implementation of division goals, objectives, policies, procedures and work standards; participates in budget development and administration.

Plans, assigns and reviews and evaluates the work of the Senior Building Inspector/Plan Checker and Building Inspectors.

Responsible for a variety of personnel activities including performance evaluations, training, hiring and other employee relations activities.

Enforces the provisions of the Uniform Codes adopted by the City of Lodi, including the Building, Mechanical, Plumbing, Electrical, Housing and Dangerous Building Codes, Zoning Ordinances, and State laws. Issues building permits, Stop Work Orders, demolition orders, and citations pursuant to this enforcement responsibility.

Review construction plans with plan checkers and other City departments.

Interprets Uniform codes adopted by the City of Lodi.

Conducts field inspection of residential, commercial, and industrial structures.

Identifies unsafe buildings and recommends condemnation procedures.

Reviews and inspects housing and sanitation complaints.

Coordinates activities of the Building Inspection Division with other City departments and outside agencies.

Responds to complaints or technically complex questions raised by the public.

Prepares reports, maintains records, approves vouchers and purchase orders, and otherwise administers the activities of the Division.

MINIMUM QUALIFICATIONS:

Knowledge of:

Building construction principles and practices, including detailed familiarity with carpentry, plumbing, electrical, and other building trades.
Safety and construction standards of the building construction industry.
Practices and procedures of contracting in the building construction industry.
Uniform Building, Plumbing and Mechanical, National Electrical, and Health and Safety Codes, City of Lodi Codes and Ordinances pertaining to buildings, construction, health, and safety.
Principles and practices of supervision.

Ability to:

Interpret and explain codes, regulations, and ordinances.
Detect through inspection deviations from plans, codes, regulations, and ordinances.
Read and understand building construction plans and drawings.
Plan and organize daily work.
Oversee the work of others by delegating, overseeing, and reviewing work.
Communicate clearly, orally and in writing.
Analyze division policies and procedures; identify, recommend and implement improvements.

EXPERIENCE AND EDUCATION:

Any combination equivalent to experience and education that would likely provide the required knowledge and abilities would be qualifying. A typical combination is:

Experience:

Three years of experience comparable to a Sr. Building Inspector in the City of Lodi.

Education:

Equivalent to completion of two years of college or possession of an Associate of Arts degree in pre-engineering, construction technology or closely-related field.

LICENSES AND CERTIFICATES:

Possession of a valid Driver's License from the California Department of Motor Vehicles.

Certification by the International Conference of Building Officials as a Combination Building Inspector and Plans Examiner; certification by the International Conference of Building Officials as an Electrical, Plumbing and Mechanical Inspector is highly desirable.

DEFINITION:

Under supervision inspects residential, commercial and industrial buildings at various stages of construction, alteration, or repair; examines residential, commercial, and industrial plans that are submitted for a building permit; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS:

Building Inspector I - This is the entry level in the Building Inspector class series. Positions in this class are distinguished from the II level in that they are not fully familiar with the various codes, ordinances, and state laws used in building inspection. The I level positions work under closer supervision than do II level positions.

Building Inspector II - This is the journey level in the Building Inspector class series. Positions in this class generally are certified as combination building inspectors by I.C.B.O. and perform the full range of building inspection duties, including residential, commercial, and industrial inspection. The II level positions are familiar with and can apply the various codes, ordinances, and state laws used by inspectors and work with less supervision than I level positions.

EXAMPLES OF DUTIES:

Duties may include, but are not limited to, the following:

Examines residential, commercial, and industrial plans submitted for a building permit for compliance with the Uniform Building code, Uniform Plumbing Code, National Electrical code, State Handicap Regulations, State Energy Conservation Regulations, and local codes and ordinances.

Inspects residential, commercial, and industrial building projects at various stages for compliance with all pertinent codes, regulations, and ordinances.

Issues building permits.

Answers questions regarding building regulation at the counter and on the telephone.

Coordinates the plan checking process with Public Works, Utility, Planning, and Fire Departments.

Informs and instructs owners and contractors on corrections required during the plan check process.

Produces clear, precise correction notices pursuant to job site field inspections.

Interacts with architects and engineers on matters pertaining to codes, and regulations.

Receives and investigates complaints on industrial, commercial, and residential conditions, health hazards, and safety hazards.

Performs related work as required.

MINIMUM QUALIFICATIONS:

Building Inspector I

Knowledge of:

Building construction principles and practices, including familiarity with carpentry, plumbing, and electrical trades.
Safety and construction standards of the building construction industry.
With increasingly detailed familiarity as job experience and training progress:
Uniform Building Code
Uniform Plumbing and Mechanical Code
National Electrical Code
Health and Safety Codes
City of Lodi Codes and Ordinances

Ability to:

Learn the content of applicable codes, regulations, and ordinances.
Detect through inspection deviations from plans, codes, regulations, and ordinances.
Read and understand building construction plans and drawings.
Organize daily workload.
Communicate clearly, orally and in writing.

EXPERIENCE AND EDUCATION:

Any combination equivalent to experience and education that would likely provide the required knowledge and abilities would be qualifying. A typical combination is:

Experience:

Five years experience in the construction industry as a contractor, carpenter, plumber, or electrician.

Education:

Completion of high school or its equivalent.

LICENSES AND CERTIFICATES:

Possession of a valid Driver's License from the California Department of Motor Vehicles.

Upon appointment to the position, incumbents are expected to participate in the training and testing program sponsored by the International Conference of Building Officials (ICBO) in pursuit of certification as a Combination Building Inspector.

Building Inspector II

In addition to the qualifications as a Building Inspector I:

Knowledge of:

Detailed content of applicable codes, ordinances, and state laws.
Building inspection principles and practices as applied to all types of
residential, commercial and industrial buildings.
Attributes and characteristics of building structure and construction
practices in the City of Lodi.

Ability to:

Inspect various types of residential, commercial, and industrial buildings.
Apply the full range of codes, ordinances, and state laws as a building
inspector.

EXPERIENCE AND EDUCATION:

Any combination of experience and education that would likely produce the
qualifying knowledge and ability. A typical combination is:

Experience:

Two years experience comparable to a Building Inspector I in the City of Lodi,
preceded by substantial experience in the construction industry.

Education:

Completion of high school or its equivalent.

LICENSES AND CERTIFICATES

Certification as a Combination Building Inspector by the International
Conference of Building Officials (ICBO) is highly desirable.